

**Board of Public Works and Safety  
Regular Meeting Minutes  
January 11, 2016**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Mayor McGuinness and Board member Bob Swinehamer answered roll call. Board member Stephen Barnett was absent.

Chief of Police Tim O'Sullivan, Fire Chief John Henderson, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

**Public Comments**

No one asked to speak. Mayor McGuinness swore in Mr. Swinehamer for the new four year term. The Mayor welcomed Franklin College students who were present monitoring the meeting for a management class.

**Consent Agenda**

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held December 21, 2015
2. Board of Works Claims.
  - Pension Payroll in the amount of \$56,912.52
  - Payroll in the amount of \$331,646.37
  - #122515 BOW Contracts/Utilities in the amount of \$219,898.97
  - #122615 Sewer Utilities in the amount of \$10,117.28
  - Longevity Payroll in the amount of \$78,500.00
  - #123015 Sewer Utilities in the amount of \$20,666.90
  - #122815 RDC Contracts/Utilities in the amount of \$387,411.25
  - #123115 BOW Contracts/Utilities in the amount of \$29,927.47
  - Payroll in the amount of \$330,913.37
  - #011016 Sewer Utility Gen. Obligations in the amount of \$39,118.69
  - #011116 BOW General Obligations in the amount of \$46,720.42
  - #011216 Clothing Allowance in the amount of \$36,400.00
  - #010916 Sewer Utilities in the amount of \$68,351.25
  - #010616 RDC Contracts/Utilities in the amount of \$31,441.19

- #010816 BOW Contracts/Utilities in the amount of \$650,893.02

Mr. Swinehamer made a motion to approve the consent agenda as presented, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

### **Old Business**

There was no old business presented.

### **New Business**

**Request to Have a Street Light Installed at the Curve at the Entrance off Hurricane Road Entering the Legends** - Ted Bishop came forward and explained his request to have a street light installed on Hurricane Road. Mayor McGuinness stated that he does not think this location is in the City's jurisdiction. A discussion was held. Mr. Swinehamer made a motion to table until the next meeting in order to check into the right of way issues, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried, and was tabled until the February 1<sup>st</sup> meeting.

**Request to Host Second Memorial Day Mile Run/Walk to Honor Past & Present Military Members** - Chad McCullough came forward to speak about this request, they are asking to use city streets for this event, and it would be the same course as last year. Mr. McCullough stated that this would be the 2<sup>nd</sup> Memorial Day Run/Walk scheduled for May 30<sup>th</sup> from 9:00 a.m. to 10:30 a.m. A discussion was held. Mr. McCullough stated that he had already spoken to the Police Department to coordinate this event with them. Mr. Swinehamer made a motion to approve, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval to Close Sections of Forsythe Street, Monroe Street, Branigin Blvd., Grizzly Drive, and Parks Avenue on April 30th, for Franklin College Annual Grizzly Grand Prix** - Mary Foreman came forward and explained they are asking to reroute the race around Franklin College's campus which would temporarily close Monroe, Forsythe & Branigin Blvd., Grizzly Drive and Park Avenue. A discussion was held. This event will be held April 30<sup>th</sup> from 9:00 a.m. to 4:00 p.m. City Attorney Gray stated that we would need an indemnification agreement, and a certificate of liability insurance naming us as additional insured for this event since it is taking place on city streets. Ms. Gray will meet with Franklin College Attorney Huddleston regarding these issues. Mr. Swinehamer made a motion to approve with the conditions listed by Ms. Gray, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval to File Credit Application for Interstate Billing Service-Receivables for Bobcat of Indy** - Parks Superintendent Chip Orner stated that they use this company for repairs, and the company would like them to set up a credit application. City Attorney Gray stated the credit application is fine, but there are several items in the application that would need to be changed. Her recommendation is to strike these items and send the application back to the company, and see if they accept it. A discussion was held. Mayor McGuinness made a motion to

approve the application with the alterations Ms. Gray stated, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Closure of Canary Creek Drive South of Westview Drive for Storm and Sanitary Sewer Crossing Work** - City Engineer Travis Underhill stated that this request is on behalf of Subsurface Indiana who is the site contractor for the new Kroger Superstore. The company is asking to close a portion of northwest Canary Creek Drive in order to service the facility with sanitary and stormwater connections to the existing system. They would like to investigate existing utilities starting tomorrow. Once this project is started the closure would be no more than three (3) days. Mr. Underhill stated that he would ask for 24 hours' notice before any work begins in order to make the public and the school district aware of the closing. Mayor McGuinness made a motion to approve and allowing Mr. Underhill to activate the closure with adequate notice, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval of Professional Services Agreement with Kenna Consulting for Grant Administration of the Indiana Office of Community and Rural Affairs DR2 Stormwater Grant** - City Engineer Travis Underhill stated this is to allow Kenna Consulting to administer this grant contract in the amount of \$53,000.00, which would be paid from Stormwater funds. Mr. Underhill stated that they Board should expect the engineer contract to go along with this contract at a future meeting. City Attorney Gray stated that exhibits A, B, C, & D state provisions regarding a contractor, when Kenna Consulting is actually a consultant. Mr. Swinehamer made a motion to approve, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval of INDOT/LPA Contract for RR Flagging for Bypass Trail Project** - City Engineer Travis Underhill this is a standard contract with INDOT for Railroad flagging for the Bypass Trail Project. Mr. Underhill stated that he would like to pull this item at this time due to some discrepancies in the contract. A discussion was held. Mayor McGuinness made a motion to remove this item from agenda, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried, and the item was removed.

### **Other Business**

**Board Appointment to the Plan Commission** – Mayor McGuinness stated that Jim Martin is the current board appointment. Mr. Swinehamer made a motion to reappoint Mr. Jim Martin, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

**Ray's Trash Reports for 2015 - Informational Purposes Only**

## **Department Reports / Staff Reports**

MVH Superintendent Brett Jones requested permission to trade in our Bobcat E-50 Mini-Excavator for a new one for \$3,000.00 per year which would be under full warranty. A discussion was held. City Attorney Gray stated Mr. Jones must provide VIN#'s for the new machinery to the Clerk-Treasurer's office to keep our inventory correct. Mr. Swinehamer made a motion to approve trading in the 2015 Bobcat E-50 Mini-Excavator for a new one for a fee of \$3000.00 per year on a rolling plan with the agreement that the Clerk-Treasurer's office be notified of new VIN#'s, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

City Engineer Travis Underhill stated that we were not selected for the Place Based Investment Grant that we had applied for in the amount of \$50,000.00. Mr. Swinehamer asked about the 2016 paving contract, and where it stands. Mr. Underhill stating that this has not been started at this time, as there is still a substantial amount of work from the 2015 contract left to be done. A discussion was held. Mr. Underhill discussed the schedule for the Jefferson Street repaving project. A discussion was held regarding several upcoming paving projects.

Clerk-Treasurer Jayne Rhoades thanked everyone for her warm welcome, and stated that she would be in her office from 8:00 a.m. to 4:30 p.m., and that her door was open if anyone wished to speak to her.

Mayor McGuinness stated that this Thursday at 6:30 p.m. at the Johnson County Extension Office there would be a special meeting with the County Commissioners talking about their wish to build a new correctional facility. This facility is being planned behind a neighborhood along Hospital Rd. and Drake Rd., and would need to come before the city. The Mayor would like to encourage the public to attend this meeting.

## **Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:49 p.m.

Respectfully submitted,

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Jayne Rhoades, Clerk-Treasurer  
Enrolled: 01/14/16

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Joseph McGuinness, Mayor

Attest:

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Jayne Rhoades, Clerk-Treasurer